

Memo

To: Berlin City Council
From: Jim Wheeler, City Manager
Date: 1-3-2017
Re: City Manager's Report

1. We received one bid on 418 Church Street from Smithworks. Mr. Smith submitted the required plan with his bid of \$2,151.00 for the property and will be awarded the property sale for renovation.
2. A few days before Christmas, I was contacted by Health Trust about office furniture that was available to members free of charge. As it turns out there was an overwhelming response from communities and the Trust decided to offer the furniture by lottery. We were chosen first and were able to get desks, office chairs, typewriters and a bookcase at no cost.
3. January begins a new round of dog licensing. Tags should be available the last week of January. Rabies certificates need to be presented when registering. Adult un-neutered/spade dogs are \$9.00, spade/neutered and puppies are \$6.50, senior citizens (first dog) is \$2.00 and group licenses for 5 or more dogs licensed at the same time is \$20.00. All dogs are to be licensed by April 30th of every year. Further information can be reviewed on the City's website under the City Clerk's department, or call the office at 752-2340.
4. Lighting bids received for conversion of the Rte. 16 reconstruction project street lights to LED cobra heads were as follows:

Bidder	Unit Price per Light	Total for 64 Lights	Delivery Time
Ray's Electric	\$276.07	\$17,668.48	8-10 weeks
JA Coney	\$297.00	\$19,008.00	8-10 weeks
Northeast Electrical		\$15,360.00	4-6 weeks
Rockingham Electric	\$259.00	\$16,576.00	

Bids are currently being reviewed for compliance with the bidding requirements.

168 Main Street
Berlin, NH 03570
603-752-7532
www.berlinnh.gov

5. We received certificates of insurance covering the City and Airport for one million dollars. These are provided by the State of NH for all landowners who permit their land to be used for participation in OHRV trails.
6. Beginning January 1, the mileage rate issued by the IRS has gone down to 53.5 cents per mile from .54 cents per mile in 2016. The Council typically approves the new rate for City reimbursement purposes. This can be done a future work session.